

Guide for Review of HBCU Equipment and Equipment Disposition			
Name of Program Participant:			
Staff Consulted:			
Name(s) of Reviewer(s)		Date	

NOTE: All questions that address requirements contain the citation for the source of the requirement (statute, regulation, NOFA, or grant agreement). If the requirement is not met, HUD must make a finding of noncompliance. All other questions (questions that do not contain the citation for the requirement) do not address requirements, but are included to assist the reviewer in understanding the participant's program more fully and/or to identify issues that, if not properly addressed, could result in deficient performance. Negative conclusions to these questions may result in a "concern" being raised, but not a "**finding.**"

Instructions: This Exhibit is designed to evaluate the HBCU's compliance with requirements governing equipment and equipment disposition.

Questions:

1.

Does the HBCU maintain equipment records, which contain all the information required by 24 CFR 84.83?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe Basis for Conclusion:		

2.

Has a physical inventory of equipment been taken and the results reconciled with the property records within the last two years from the date of this monitoring?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe Basis for Conclusion:		

3.

If the HBCU has sold equipment purchased with HBCU funds, were proceeds from the sale kept as program income? [HBCU Grant Agreement; 24 CFR 84.24; 24 CFR 84.32; 24 CFR 84.34]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Yes	No	N/A
Describe Basis for Conclusion:			

4.

If the HBCU has disposed of equipment by sale, were efforts made to obtain the highest possible return per 24 CFR 84.32?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Yes	No	N/A
Describe Basis for Conclusion:			